

GENERAL REQUIREMENTS FOR TRAVEL DOCUMENT

1. **Duly-accomplished Travel Document Application Form**, typed or printed legibly in black or blue ink, and notarized if application is sent by mail.
2. **Duly-accomplished Affidavit (For Travel Document), duly notarized by a Notary Public**, typed or printed legibly in black or blue ink.
3. **Expired Philippine Passport** – original and copy of passport data page/s.
4. Documentary proof in support of the urgent necessity to travel (**i.e. medical certificate – for medical emergencies; death certificate – death of immediate family member**).
5. **Copy of airline ticket/itinerary of travel to the Philippines**. The date of travel should not be beyond one (1) month from the date of application.
6. **Proof of Philippine Citizenship** – original and copy of Resident Alien Card/ Permanent Resident Card or copy of Visa (if tourist, leisure or business purpose), job contract, or working permit.
7. **Four (4) color photographs (2" x 2")** – showing clear front view of face, plain white background, taken within the last six (6) months. Photo must show applicant in proper attire without eyeglasses. Blurred or low quality photos are not accepted.
8. **Processing Fee of \$30.00** (non-refundable), payable in Cash, Money Order, Bank Draft, Certified Check, or Cashier's Check made payable to the "**Philippine Consulate General**". Personal checks and credit/debit cards are not accepted.

ADDITIONAL REQUIREMENTS

9. For Lost Passport – **Affidavit of Loss/Explanation, duly notarized by a Notary Public**. Attach a photocopy of the lost passport and US Visa (if available) and **Police Report** – if the lost passport is still valid.
10. **Philippine Statistics Authority (PSA, formerly National Statistics Office or NSO) Authenticated Birth Certificate**, (original and copy) if the passport was lost or the expired passport does not contain the complete details of the passport holder. Applicant may apply for the PSA birth certificate on-line at <https://www.psaserbilis.com.ph/>.
11. **Philippine Statistics Authority (PSA) Authenticated Marriage Certificate** on Security Paper (original and copy).
12. If Travel Document is to be mailed back – provide a (1) **Self-Addressed Stamped Return Envelope** with appropriate stamps and tracking number (USPS Express or Priority Mail) or (2) **Self-Addressed Prepaid Mailing Envelope** from courier of choice labeled with the recipient's address.

REMINDER: The Philippine Consulate General reserves the right to require the submission of additional documents and decide on the merit of each application based on evaluation of applicant's stated reason/s and documents.

Passport Section

Philippine Consulate General

447 Sutter St., 6th Floor

San Francisco CA 94108

Phone: (415) 433-6666 extension 317

Email: passport1@philippinessanfrancisco.org

AFFIDAVIT
(FOR TRAVEL DOCUMENT)

I, _____, of legal age, single / married / widow(er), currently residing at _____ after having been sworn to in accordance with law, hereby depose and say:

That I am a Filipino citizen _____ *(initial)*

That I have a Philippine passport (copy attached), with the following details:

Passport No. : _____ Place Issued : _____

Date of Issue : _____ Date of Expiry : _____

That I lost my passport on _____ due to _____

That my passport has expired on _____

That I need to travel to the Philippines as soon as possible due to :

Bereavement

Medical/Emergency travel

Ailing Relative/s

Others _____

That I will travel to _____ on _____ via _____ airlines and intend to return to the US on _____

That I will renew/apply for my Philippine passport in the Philippines and that I am aware of the processing/waiting period for the issuance of the passport _____ *(initial)*

That I applied for a passport at the Philippine Consulate General in San Francisco, but will be unable to pick it up before my departure for the Philippines, and will authorize someone to claim my passport from the Philippine Consulate General to have it sent to the Philippines _____ *(initial)*

Further affiant sayeth naught.

IN WITNESS WHEREOF, I have hereto set my hand this ____ day of _____ 20__ at _____.

(AFFIANT'S SIGNATURE OVER PRINTED NAME)

SUBSCRIBED AND SWORN TO before me this ____ day of _____ 20__ at _____.

ADMINISTERING OFFICER



**REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FOREIGN AFFAIRS
PHILIPPINE CONSULATE GENERAL
SAN FRANCISCO**



APPLICATION FOR PHILIPPINE TRAVEL DOCUMENT

PLEASE PROVIDE REQUIRED INFORMATION COMPLETELY AND PRINT LEGIBLY.

LAST NAME		<input type="text"/>
MIDDLE NAME		<input type="text"/>
FIRST NAME		<input type="text"/>
DATE OF BIRTH (MONTH / DAY / YEAR)	SEX	<input type="text"/>
<input type="text"/>	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	
PLACE OF BIRTH	AGE	<input type="text"/>
<input type="text"/>	<input type="text"/>	
CIVIL STATUS	OCCUPATION	<input type="text"/>
<input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> WIDOW/ER	<input type="text"/>	
DISTINGUISHING MARK, IF ANY:		<input type="text"/>

2" x 2" PHOTO

FOUR (4) PIECES

COLORED, PLAIN WHITE
BACKGROUND, TAKEN
WITHIN LAST SIX MONTHS

NAME OF SPOUSE, IF MARRIED	CITIZENSHIP OF SPOUSE
<input type="text"/>	<input type="text"/>
IF WIDOWED OR DIVORCED, NAME OF PREVIOUS SPOUSE	CITIZENSHIP OF PREVIOUS SPOUSE
<input type="text"/>	<input type="text"/>
NAME OF FATHER (FIRST NAME, LAST NAME)	CITIZENSHIP (AT TIME OF APPLICANT'S BIRTH)
<input type="text"/>	<input type="text"/>
MAIDEN NAME OF MOTHER (FIRST NAME, LAST NAME)	CITIZENSHIP (AT TIME OF APPLICANT'S BIRTH)
<input type="text"/>	<input type="text"/>

US ADDRESS	PHONE NO. / MOBILE NO.:
<input type="text"/>	<input type="text"/>
PHILIPPINE ADDRESS	E-MAIL:
<input type="text"/>	<input type="text"/>

PHILIPPINE CITIZENSHIP ACQUIRED BY:	HAVE YOU EVER BEEN ISSUED A PHILIPPINE PASSPORT?
<input type="checkbox"/> BIRTH	<input type="checkbox"/> YES <input type="checkbox"/> NO
<input type="checkbox"/> NATURALIZATION	IF YES, LATEST PASSPORT NO.
<input type="checkbox"/> ELECTION	<input type="text"/>
<input type="checkbox"/> R.A. 9225 (DUAL CITIZENSHIP LAW)	DATE OF ISSUE
<input type="checkbox"/> OTHER: <input type="text"/>	PLACE OF ISSUE
	<input type="text"/>

REASON FOR APPLYING A TRAVEL DOCUMENT:

I SOLEMNLY SWEAR that the attached photograph is mine, that the statements made on this application form are true and that the attached supporting documents are authentic.

SIGNATURE OF APPLICANT

IMPORTANT: IF APPLICANT IS UNABLE TO APPLY IN PERSON, THIS FORM SHALL BE NOTARIZED.

SUBSCRIBED AND SWORN to before me this ____ day of _____ 20____ in _____

NOTARY PUBLIC

SEAL OF NOTARY PUBLIC